



Abberton and Langenhoe Parish Council

ACTION PLAN 2020 – 2021

This Action Plan was reviewed and agreed at a meeting of the Full Council held on 7th September 2020 (Min. 061/20) Next review due – September 2021

Introduction

What is the scope of Abberton and Langenhoe Parish Council

Abberton and Langenhoe Parish Council (ALPC):

- gives views, on behalf of the Parish, on planning applications and other proposals which affect the Parish
- undertakes projects, which are of benefit to local residents
- works in partnership with other bodies to achieve benefits for the Parish
- alerts relevant authorities at Borough and County Council level to problems which arise or work which needs to be undertaken
- helps the other tiers of local government keep in touch with their local communities

ALPC have a wide range of powers which essentially relate to local matters, as examples (and this list is not exhaustive of) such as looking after:

- community assets
- open space
- allotments
- play areas and outdoor gym equipment
- street lighting, bus shelter.

ALPC also have the power to raise money through the precept, which is our share of the council tax. In order to help us plan for the year ahead, we have put together this Action Plan, which details the key objectives and actions which we hope to achieve during 2020-2021, in addition to our overall responsibilities. This action plan will enable Parishioners to be kept fully informed of what is being planned and what has been achieved in the Parish. The action plan will be reviewed quarterly, and updated annually.



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Aim	Objective	Action	Who	Completion Date	Update
Compliance	POLICIES – To ensure all documented ALPC policies and procedures are reviewed annually and updated as necessary.	To ensure annual review of processes are completed.	Clerk and Parish Council.	Annually. Main policies –between June and July 2020.	Review of all policies and procedures is being carried out.
To monitor development and planning	PLANNING APPLICATIONS – To consider all planning applications which fall within, and impact upon, the Parish.	To ensure planning applications are notified to Councillors and where required placed on Meeting Agendas.	Clerk and Parish Council.	Ongoing.	Planning applications are appropriately distributed and comments sent to Colchester Borough Council within required timescales.
Compliance and keep up to date	SUBSCRIPTIONS – To ensure ALPC has access to advice and training to ensure Councillors are suitably trained and informed.	ALPC to approve annual subscriptions to CALC and EALC.	Clerk and Parish Council.	Ongoing.	Training Policy is one of several policies due for review due July 2020.
To upkeep open spaces	GROUNDS MAINTENANCE – To manage grass cutting and hedges managing maintenance where ALPC has responsibility.	Draw up specification, obtain quotes, agree best value for money contract and monitor where required.	Clerk and Parish Council.	January 2021	Contractor for 2020-2021 agreed.
Development of ALPC	LCAS APPLICATION – To ensure ALPC is working to best practice and striving to improve. ALPC achieved the LCAS Foundation Level in July 2019.	To demonstrate ALPC meets set standards, which are assessed and to put in place the conditions for continued improvement.	Clerk and Parish Council.	March 2020	ALPC continues this as an open-ended review ensuring it maintains to meet the requirements of the LCAS Award
To protect and safeguard residents.	SPEEDWATCH – To reduce anti-social behaviour.	For designated volunteers to monitor speeds of vehicles using speed detection devices.	Designated Councillor.	Ongoing	Affected by COVID 19. Resumption of Speedwatch expected in September. Work will then continue to



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					reduce anti-social behaviour and speeding. Work ongoing to recruit volunteers to join the Team.
To support and safeguard vulnerable residents	COVID 19 Response	ALPC aims to work with existing local network scheme to coordinate an approach pulling together volunteers	ALPC COVID 19 Response Group	Ongoing	The COVID 19 Response Team is documenting and providing support to residents in need, this includes, shopping, collecting prescriptions, making a friendly phone call, offering emotional support and running general errands.
Assist in the establishment of a Village shop	COMMUNITY SHOP – To bring about a community facility for use by all residents.	To assist in the process of making possible a much needed community facility.	Parish Council and Lion Corner Community Shop.	Ongoing	Build now well underway – anticipated opening late summer 2020.
To comply with the law and ensure safety	OPEN SPACES – To maintain areas for community use. Keep free from vandalism and anti- social behaviour.	Inspect equipment on weekly basis to ensure safety. Identify any necessary maintenance and agree on repairs.	Clerk and Parish Council.	Ongoing	Inspections carried out by designated Councillors.
		Periodic inspection by designated Councillors to mitigate risks.		Ongoing	Periodic inspections are reported to the Parish Council at monthly meetings.
		Annual inspection carried on Playground and Outdoor Gym by registered play inspection companies to mitigate risks.			Inspection carried out by Anglia Inspection Services Ltd in November 2019.



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To provide exercise facilities	OUTDOOR GYM – To maintain in proper order	Maintain to required safety standards and carry out repairs where necessary.	Clerk and Parish Council.	Ongoing	Affected by COVID 19 restrictions.
To provide recreation facilities	CHILDRENS PLAY AREA – To ensure the area is safe.	Monitor progress and carry out repairs where necessary.	Clerk and Parish Council.	Ongoing	Affected by COVID 19 restrictions.
To provide recreation facilities	PETANQUE COURT -	To engage with stakeholders and contractors to provide a recreational facility for use by residents.	Clerk and Parish Council.	October 2020	Funding has been agreed from Colchester Borough Council. Tenders have been submitted to ALPC and Contractor has been appointed.
Provision of bins	DOG and LITTER BINS – To ensure the existing bins, are emptied regularly and replaced or repaired if faulty.	Monitor and report any litter or fouling problems to Colchester Borough Council.	Clerk and Parish Council.	Ongoing	Respond to public complaints. Escalating complaints as required to the Zone Warden.
To aid safety and resolve issues.	SCHOOL PARKING	To engage with appropriate stakeholders to alleviate issues regarding problem parking.	All – ALPC School and residents.	Ongoing	Parking measures introduced as per TRO – there are still issues, which may require PC intervention, particularly with NEPP.
To engage with the Community	COMMUNITY ENGAGEMENT To engage with stakeholders to shape plans for the parish. To inform residents using available methods. Use of Website to further inform.	Attend Parish Council meetings, invite other stakeholders to ALPC. To issue articles for publication in quarterly newsletter. Regular website updates	Clerk and Councillors.	Continuous dialogue with local groups. Ongoing communication with residents.	During the current health pandemic, Parish Council meetings are being held remotely, but still available for the public to participate.



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To refresh Community Notices boards	COMMUNITY NOTICEBOARDS – to refresh	As and when required	Clerk and Councillors	Ongoing	ALPC Clerk refreshes noticeboards as and when required.
The need for high speed broadband to serve the parishes of Abberton and Langenhoe is paramount.	SUPERFAST BROADBAND – to engage with stakeholders to ensure properties, housing, community and commercial development in the parish are connected to superfast broadband.	Broadband speeds are reported by residents to be poor and it is therefore a fundamental constraint to the continuing expansion of self-employed activity for those working from home or from a small office.	Clerk and nominated Councillors	Ongoing	ALPC representative reports are a standing item on the Agenda – Designated Councillors are actively chasing stakeholders to bring about superfast broadband.